



Missouri Department of Elementary and Secondary Education

— Making a positive difference through education and service —

TO: School Administrators
FROM: David Welch, Director, Gifted Education Programs
SUBJECT: Advanced Placement and International Baccalaureate Fee Payment
DATE: January 2008

Missouri now has two separate programs for reimbursement of Advanced Placement (AP) and/or International Baccalaureate (IB) exam fees. One program is state funded and only applies to the Advanced Placement program. In this state funded program, **ONLY** AP exam fees for math and/or science exams will be reimbursed and that reimbursement is capped at 50% of the cost of the exam(s). If sufficient funds are not available to meet demand, exam fees will be paid on a prorated basis.

The second program is federally funded and applies to both AP and IB exam fees. The federally funded program applies **ONLY** to “low income” students. Low income students are defined as students that qualify for the free or reduced price lunch program. Please read and follow the instructions below to ensure your qualifying students receive the appropriate reimbursement.

STATE GRANT FUNDS

APPLICATION PROCESS: SUBMIT ONE APPLICATION PER DISTRICT

The application for AP math and/or science exam fee payments is available only from our Website at www.dese.mo.gov/divimprove/gifted. **The application is due to the Department on Monday, March 31, 2008.** State reimbursement for AP exams will be sent to school districts as part of their May or June state aid payment. **If sufficient state funds are not available to meet demand, exam fees will be paid on a prorated basis.** Students and/or school districts will be responsible for paying any additional costs not covered by these funds according to the published policies of the Advanced Placement Program or the local school district.

FEDERAL GRANT FUNDS

APPLICATION PROCESS for INTERNATIONAL BACCALAUREATE: Submit one application per district.

Eligible students may request payment for IB exam fees and/or AP within the same school year. Students attending Missouri public and private schools are eligible for International Baccalaureate exam fee payment through the federal program if they meet the following criteria:

1. The student is enrolled in an International Baccalaureate (IB) class;
2. The student takes the IB exam for that class; and,
3. The student qualifies for free or reduced price lunches.
2. School personnel are responsible for determining eligibility and maintaining auditable records of all eligible students.

The application for the federally funded IB exam fee payments is available only from our Website at www.dese.mo.gov/divimprove/gifted. Submit one application per district. **The application is due to the Department on Monday, March 31, 2008.** Reimbursement for IB exams will be sent to school districts as part of their May or June state aid payment. **If sufficient federal funds are not available to meet demand, exam fees will be paid on a prorated basis.** Students and/or school districts will be responsible for paying any additional costs not covered by these funds according to the published policies of the International Baccalaureate program or the local school district

APPLICATION PROCESS for Advanced Placement:

Eligible students may request payment for IB exam fees and/or AP within the same school year. Students attending Missouri public and private schools are eligible for Advanced Placement exam fee payment through the federal program if they meet the following criteria:

1. The student is enrolled in an Advanced Placement (AP);
2. The student takes the AP exam for that class; and,
3. The student qualifies for free or reduced price lunches. Indicate these as Option 1 on the appropriate College Board forms when you order AP exams.
2. School personnel are responsible for determining eligibility and maintaining auditable records of all eligible students.

The reimbursement for the federally funded AP exam fee payments will be direct billed from the College Board to the Department of Elementary and Secondary Education. The school district does not need to send an application to the Department for this reimbursement. We will pay the reimbursement directly to the College Board.

If you have any questions, please contact the Gifted Education Section of the Department of Elementary and Secondary Education at (573) 751-2453.